

BICYCLE/PEDESTRIAN ADVISORY COMMITTEE WORK PLAN
Fiscal Year 2015-16
(As of October 28, 2015)

Title and Description	Key Milestones	Date (per milestone)	Current Status/Notes
<i>Ongoing Work Items</i>			
A. Review, prioritize, and recommend bicycle and pedestrian projects for annual TDA Article 3 funding application cycle.	Preliminary review of potential projects. VTA call for projects announcement.	Fall 2015 February 2016	Agenda item for the B/PAC's November meeting.
B. Provide input into the development and review of comprehensive bicycle/pedestrian facility plans and regulations (e.g., General Plan Mobility Chapter, Precise Plans, City Code revisions, and Zoning Ordinance bicycle parking requirements).	As required/requested.		
C. Review City roadway system and bikeway/pedestrian facilities for bicycle and pedestrian suitability and make recommendations on improvements.	Ongoing	Ongoing	
D. Make recommendations on capital improvements to bicycle/pedestrian facilities.	Annual Capital Improvement Program (CIP) development and approval process.	Spring 2016	
E. Review private development project applications requiring General Plan, Precise Plan, and/or zoning amendments (Gatekeeper projects).	As directed by City Council.		

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F. Review public projects to ensure adequate consideration of the needs of bicyclists, pedestrians, and the disabled.	As identified by staff.		
G. Promote bicycle and pedestrian safety via the City website and programs (e.g., VERBS).	Ongoing	Ongoing	
H. Coordinate with City departments and advisory bodies, other Santa Clara County jurisdictions, and transportation-related agencies (e.g., VTA, Caltrans) on pedestrian and bicycling matters.	City representative attend monthly VTA BPAC meeting.	Ongoing	Complete. Discussed at the B/PAC's October 28 meeting. Staff to the Senior Advisory Committee (SAC) has been contacted regarding the scheduling of a joint meeting.
	Request/schedule a joint meeting with one other City advisory body (e.g., Senior Advisory Committee, Youth Advisory Committee, Environmental Planning Commission, or Parks and Recreation Commission) to discuss mobility-related issues.	October 2015	
	Attend/participate in Association of Pedestrian and Bicycle Professionals (APBP) webinar events offered through the VTA (subject to B/PAC member availability).	Ongoing	
	Pursue as opportunities are identified.	Ongoing	

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<i>Fiscal Year 2015-16 Work Items</i>			
1. Continue to provide input/direction during the Bicycle Transportation Plan (BTP) update process.	Review final draft BTP (including modifications requested by the Council during its July 7 review).	September 2015	Complete. Discussed at the B/PAC's September 30 meeting.
2. Provide input on potential pedestrian improvements along Middlefield Road between the private development at 700 East Middlefield Road and the Middlefield Light Rail Station (carryover from the B/PAC's Adopted Fiscal Year 2013-14 Work Plan).	CDD request for B/PAC review/input.	TBD	
3. Promote and participate in events to encourage bicycling and walking (subject to B/PAC members' availability).	Farmers' Market	Ongoing	
	Walk to School Day(s)	Fall 2015	Shankari participated.
	Arbor Day	March 2016	England participating.
	Annual Spring Parade	April 2016	England participating.
	Bike to School Day(s)	May 2016	
	Bike to Work Day	May 2016	Shankari coordinating.
	Thursday Night Live	July 9, July 23, August 6, 2015, and Summer 2016	July 9 – England, Roddin; July 23 – Unangst, Shankari; August 6 – England, Roddin. Summer 2016 – TBD.

Title and Description	Key Milestones	Date (per milestone)	Current Status/Notes
	CNC Meetings: <ul style="list-style-type: none"> • Cuesta/Phyllis/Springer Neighborhood • Other neighborhoods 	October 15, 2015 TBD	England and Roddin attended.
4. Annual review of PMP document.	B/PAC agenda item.	February 2016	
5. Monitor PMP performance measures, trends, and targets to assess improvements in the City's pedestrian environment.	Update data on students walking to school. Update data on students receiving pedestrian safety education. Update data on pedestrian/vehicle and pedestrian/bicycle collisions. Update pedestrian safety-related vehicle enforcement measure data.	4 times/school year 4 times/school year Quarterly Quarterly	
6. After Council adoption of the BTP update, distribute final document to bicycle/pedestrian advisory bodies in Sunnyvale, Los Altos, and Palo Alto.	Distribute final document after City Council adoption.	November 2015	
7. Monitor data regarding students biking to school.	Update data on students biking to school.	4 times/school year	

Title and Description	Key Milestones	Date (per milestone)	Current Status/Notes
8. Develop a proposed work plan (including required staff resources, schedule, and cost estimate) for applying for a Walk-Friendly Community (WFC) designation.	B/PAC review and action on proposed work plan.	Spring 2016	Work plan can serve as the basis of a Fiscal Year 2016-17 Operating Budget or capital improvement project request.
9. Provide input regarding programs, events, and activities to be offered during the next 3-year VERBS program at local schools.	Safe Moves presentation to the B/PAC.	October 2015	Complete. Discussed at the B/PAC's October 28 meeting.
10. Review of Article VI of Chapter 19 of the City Code pertaining to bicycling, use of sidewalks, and allowable mobility devices on roadways and sidewalks.	Initial discussion with City Attorney's Office and Police Department staff.	March 2016	
11. Receive report and provide input regarding the Police Department's procedure for collecting and reporting data on bicycle- and pedestrian-related collisions.	Agendize for B/PAC discussion.	October 2015	Complete. Discussed at the B/PAC's October 28 meeting.